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ER-4-7772

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MEMORANDUM FOR: Acting Deputy Director (Administration)

SUBJECT : Travel

REFERENCE A : Official Routing Slip from [REDACTED] Assistant to Deputy Director for Intelligence, to Col. White, Acting Deputy Director (Administration), dated 20 October 1953.

25X1A9a

REFERENCE B : Transmittal Slip from Col. White, Acting Deputy Director (Administration), to Chief of Logistics, dated 22 October 1953.

1. Reference A forwarded to the Acting Deputy Director (Administration) (for his reaction) a proposed Deputy Director (Intelligence) Notice which would limit Deputy Director (Intelligence) personnel to the use of tourist class or air coach accommodations whenever such were available.

2. Reference B suggested to the Chief of Logistics that "we might carry this out much further and get out a similar Agency Notice having to do with all kinds of transportation, extra fare, compartments, etc.," and requested a draft of a proposed issuance on this subject.

3. It is intended that this subject matter be covered completely in Agency regulations currently being prepared by this office and it is recommended that the policy of this Agency be that as established by standardized Government Travel Regulations and Section 10 of Public Law 600, both of which state that all Government employees are entitled to the lowest first-class accommodation available. Tourist class and air coach are not considered to be first class travel. It is also felt that it should be the policy of this Agency to authorize the same type or class accommodations to its employees as is authorized all other Government employees.

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4. In covering this subject matter in Agency Regulations, it will not be the intent to restrict organizational elements of this Agency from further implementing CIA Regulations as applicable to their personnel.

5. In view of the foregoing information, and as this subject matter, which is to be incorporated into Agency regulations, does not change present Agency policy, it is recommended that this memorandum serve the purpose of the draft requested by Reference B, pending the submission of the applicable proposed Agency Regulation.

25X1A


✓ JAMES A. GARRISON
Chief of Logistics

2 Enclosures;

Ref. A (Official Routing Slip)
Ref. B (Transmittal Slip)

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2 enclosures missing